



AGENDA
Board of Directors Meeting #7 2021
7 pm

Wednesday September 15th, 2021

Eric Acker, Chair

Join Zoom Meeting

Find your local number: <https://us02web.zoom.us/j/ki6nOr5B8>

1 (1 min)	Agenda MOTION to Approve the Agenda	Eric Acker
2 (1 min)	Previous Minutes MOTION to Approve Minutes of Previous Meeting (July 14 th , 2021)	Eric Acker
3 (1 min)	Statements of Conflict of Interest	ALL
4 (10 min)	Executive Director Report <ul style="list-style-type: none"> • Monthly Report • Q2 Compliance Statement • Q2 Complaints Statement MOTION to Approve the Managerial Commentary for Q2 2021, AND that Q2 Commentary be sent to Town of Aurora, AND that Q2 Commentary be made available for public release.	Suzanne Haines
	MOTION to Receive the Q2 Compliance and Complaints Statements	
	MOTION to Receive the Executive Director Report	
5 (60 min)	Finance & Audit Report from the committee <ul style="list-style-type: none"> • Board Financial Literacy professional development • Interim Financial Statements to June 30, 2021 • 2022 Budget MOTION to Approve the Interim Financial Statements to June 30, 2021	Laura Hostick
	MOTION to Approve the unaudited interim financial statements for the 6 months ended at June 30, 2021 (the Q2 Report) and to approve the filing of the Q2 Report with the Town of Aurora as per the Provision of Cultural Services Agreement.	

	<p>MOTION to Approve the 2022 Budget allocation request to the Town of Aurora for 2022</p> <p>MOTION to Accept the Finance & Audit Committee Report</p>	
6 (20 min)	<p>Governance & Nominating Report from the committee</p> <ul style="list-style-type: none"> • Review of Governance Policy # 4 • Review of Executive Committee TOR • Review of Board of Directors TOR • Quarterly Risk Assessment <p>MOTION to approve the revised Governance Policy # 4 as presented</p> <p>MOTION to approve the revised Executive Committee Terms of Reference as presented</p> <p>MOTION to approve the revised Board of Director Terms of Reference as presented</p> <p>MOTION to accept the Quarterly Risk Assessment as presented</p> <p>MOTION to Receive the Governance & Nominating Committee Report</p>	Parisa Sabat
7 (10 min)	<p>Outreach Report from the committee</p> <p>MOTION to Receive the Outreach Committee Report</p>	Nitin Bagga
8 (10 min)	<p>Fund Development Report from the committee</p> <ul style="list-style-type: none"> • 2021 YTD numbers • KITS crowdfunding: KITS4kids <p>MOTION to Receive the Fund Development Committee Report</p>	John De Faveri
9 (10 min)	<p>Facility Task Force Report from the committee</p> <p>MOTION to Receive the Facility Task Force Report</p>	Eric Acker
10 (10 min)	<p>Executive Committee Report from the committee</p> <p>MOTION to Receive the Executive Committee Report</p>	Eric Acker
11	New Business	ALL

12	Confirmation of next Meeting October 13 th at 7pm via ZOOM	ALL
13	MOTION to Adjourn Meeting	ALL

Aurora Cultural Centre Board of Directors
September 15, 2021
Meeting Minutes

Public meeting # 3

In Attendance: Eric Acker (President), Nitin Bagga, Andrea Chan, John De Faveri, Cllr Rachel Gilliland, Laura Hostick, Christina Kerr, Mandana Gholami Mobarakabadi, Parisa Sabat

Regrets: Nicole Asquith Damien Chan, Cllr Wendy Gaertner, Sharon Kelly

Recording Secretary: Parisa Sabat

Staff: Suzanne Haines (Executive Director)

Start time: 6:33pm

Agenda approval

Moved by: John De Faveri

Seconded by: Andrea Chan

CARRIED

Executive director Report:

- Suzanne walked the public and Board members through the Q2 Managerial Commentary

Treasurer's Report:

- Laura Hostick presented the Q2 2021 Interim Financial Statements

Questions: No

New Businesses: No

Next Public Meeting: December 8th at 6:30pm via ZOOM

Motion to Adjourn Meeting:

Moved by: John De Faveri

Seconded by: Christina Kerr

CARRIED

**Aurora Cultural Centre Board of Directors
Meeting # 7**

In Attendance: Eric Acker (President), Nitin Bagga, Andrea Chan, John De Faveri, Cllr Rachel Gilliland, Laura Hostick, Christina Kerr, Mandana Gholami Mobarakabadi, Parisa Sabat

Regrets: Nicole Asquith Damien Chan, Cllr Wendy Gaertner, Sharon Kelly

Recording Secretary: Parisa Sabat

Staff: Suzanne Haines (Executive Director)

Start time: 7:00pm

1. Approval of the Agenda:

Moved by: Nitin Bagga

Seconded by: Andrea Chan

CARRIED

2. Approval of Previous Minutes from July 14, 2021:

Moved by: John De Faveri

Seconded by: Laura Hostick

CARRIED

3. Statements of Conflict of Interest: None

4. Executive Director Report:

Executive Director presented the monthly report and compliance and complaint reports.

MOTION to Approve the Managerial Commentary for Q2 2021, AND that Q2 Commentary be sent to Town of Aurora, AND that Q2 Commentary be made available for public release.

Moved by: Nitin Bagga

Seconded by: Andrea Chan

CARRIED

MOTION to Receive the Q2 Compliance and Complaints Statements

Moved by: Parisa Sabat

Seconded by: Laura Hostick

CARRIED

MOTION to Receive the Executive Director Report

Moved by: Nitin Bagga

Seconded by: Andrea Chan

CARRIED

5. Finance & Audit Committee Report

Laura asked for feedback on the Financial Literacy presentation she prepared for the Board. The video is available to all Board members to view and ask questions. Feedback was very positive.

MOTION to Approve the Interim Financial Statements to June 30, 2021

Moved by: Nitin Bagga

Seconded by: Christina Kerr

CARRIED

MOTION to Approve the unaudited interim financial statements for the 6 months ended at June 30, 2021 (the Q2 Report) and to approve the filing of the Q2 Report with the Town of Aurora as per the Provision of Cultural Services Agreement.

Moved by: John De Faveri

Seconded by: Christina Kerr

CARRIED

MOTION to Approve the 2022 Budget allocation request to the Town of Aurora for 2022

Moved by: Parisa Sabat

Seconded by: Nitin Bagga

CARRIED

MOTION to Accept the Finance & Audit Committee Report

Moved by: Parisa Sabat

Seconded by: Mandana Gholami Mobarakabadi

CARRIED

6. Governance & Nominating Committee Report

Parisa presented the updated policy and quarterly risk assessment that the committee had reviewed.

MOTION to approve the revised Governance Policy # 4 as Presented

Moved by: Laura Hostick

Seconded by: Christina Kerr

CARRIED

MOTION to approve the revised Executive Committee Terms of Reference as presented

Moved by: Nitin Bagga

Seconded by: John De Faveri

CARRIED

MOTION to approve the revised Board of Director Terms of Reference as presented

Moved by: John De Faveri

Seconded by: Christina Kerr

CARRIED

MOTION to accept the Quarterly Risk Assessment as presented

Moved by: Mandana Gholami Mobarakabadi

Seconded by: Christina Kerr

CARRIED

MOTION to Receive the Governance & Nominating Committee Report

Moved by: Laura Hostick

Seconded by: Nitin Bagga

CARRIED

7. Outreach Committee Report

An additional event for the National Day of Truth & Reconciliation happening on September 30, 2021 from 4 – 6pm in Town Park was presented to the Board. Board members were asked to promote the event once we have a link and attend if possible.

MOTION to Receive the Outreach Committee Report

Moved by: Mandana Gholami Mobarakabadi

Seconded by: Andrea Chan

CARRIED

8. Fund Development Committee Report

The KITS crowdfunding campaign has been delayed to January 2022 due to the current pandemic related impact on schools.

MOTION to Receive the Fund Development Committee Report

Moved by: Christina Kerr

Seconded by: Nitin Bagga

CARRIED

9. Facility Task Force Report

There is a report to Council on September 21, 2021 that will outline the work the Town has advanced on the space allocation policy, booking policy, and the fact that the ACC lease and Provision of Cultural Services Agreements need to be updated. The Facility Task Force has asked Bonnie Kraft and Craig Mather to act as representatives alongside Suzanne Haines in the next stage of conversations with the Town on the changes to these agreements. These documents will come to the full Board as well.

MOTION to Receive the Facility Task Force Report

Moved by: John De Faveri

Seconded by: Andrea Chan

CARRIED

10. Executive Committee Report

The current strategic plan goals to be reviewed and a document of extension based on goals that can be advanced in 2022. Strategic planning for 2023 onwards will commence in Q2 2022 once the PCSA agreement negotiation with the Town has been completed.

MOTION to Receive the Executive Committee Report

Moved by: Andrea Chan

Seconded by: John De Faveri

CARRIED

11. New Business: None

12. Confirmation of next Meeting

October 13th at 7pm via ZOOM



13. Adjournment

MOTION to Adjourn the meeting

Moved by: John De Faveri

Seconded by: Laura Hostick

Meeting adjourned at 9:05pm